

JUS.T.I.S. Governance Council Meeting
February 23, 2012 Minutes

Start of Meeting: 09:45 a.m.

Departments Present: District Attorney, Sheriff, Police, Public Defender, Department on Status of Women, Chief Administrator's Office, Juvenile Probation, Department of Technology

Members of the Public were present

Minutes from Prior Meetings – Approved minutes from meeting held January 26, 2012.

From Executive Sponsor's Update:

It was announced that Naomi Kelly was the new City Administrator.

The status of three interdepartmental agreements was announced to the Council.

- A Management Control Agreement (MCA) between the Police and the City Administrator on matters relating to the Police Incident Report Data was signed.
- A Memorandum of Understanding (MOU) between the Department on the Status of Women and the City Administrator relating to reporting data was expected to be signed later that day.
- An MOU with the Department of Technology relating to operational support is being finalized.

A briefing on a meeting between Adult Probation and the City Administrator on AB109 was given. Probation Chief Wendy Still indicated that she would provide JUSTIS with a list of specific JUSTIS-related items deemed to be necessary by her AB109 committees. The AB109 group would make use of data provided through the Court Management System in the short term with the long term goal being to get their data from JUSTIS.

It was announced that the 2011 JUSTIS Annual Report would be posted on the JUSTIS web site as part of the minutes from the January 26, 2012 meeting.

A status on staffing recruitment efforts was given.

From the Technical Steering Committee's Update:

It was reported that the Emergency Management Department and the City Administrator had come to an agreement in principle to host the JUSTIS Failover site at 1011 Turk Street.

Departments were urged to provide information to the Technical Steering Committee on any needed budget enhancements related to their case management systems as soon as possible.

The JUSTIS team's primary focus this past month have been working with the Court on their connection to the Hub and with the Public Defender on their connection to the Hub. Additionally we are waiting for contract approval that will allow the District Attorney's case management vendor to work with us to move the DA's case management software from the Hall of Justice to JUSTIS equipment at the 200 Paul Street data center. And we are anticipating receiving Incident Report data from the Police Department that will allow us to begin working on statistical reports for the Status of Women's Data Portal. JUSTIS also had discussions with the Police and the Sheriff in efforts to finalize the requirements needed to move toward a single-entry arrest booking system.

From Case Management System Updates:

Hub Activity/Server Project:

JUSTIS reported that the hub has been operating in a very stable state over the past month. The JUSTIS team is working with the Superior Court on the interface between the Hub and CX2000, their Court Management System.

The JUSTIS team is in discussions with the Public Defender's Office to provide a data feed from JUSTIS to their case management package.

Additional RAM has been added to each of the JUSTIS blade servers to support VMware usage.

The team is in the design phase of adding a "notification" component of the Hub.

And we have been working with a consultant on rebuilding our Citrix environment.

Juvenile Probation:

Juvenile Probation announced that they had installed a new Restitution System.

District Attorney:

The District Attorney has been working on a number of new statistical reports to improve their business process. And the Department is anticipating the migration of their case management system to JUSTIS equipment at the 200 Paul Street data center.

Public Defender:

The Public Defender reported that they have been in a holding pattern, but hope to be working with their developers and the JUSTIS team to identify the data that will be integrated between their case management system and JUSTIS.

Police:

The Police are now running their Crime Data Warehouse at their second site, Northern Station. Their goal is to have the Crime Data Warehouse available at all stations around July 2012.

The Police Department had numerous discussions with JUSTIS before finalizing their MOU with JUSTIS related to the Incident Report Data (IRD) project.

The Police are also in discussions with the Sheriff on combining the arrest booking process.

Sheriff:

The Sheriff's Department is waiting to hear back from their vendor on the Sheriff's proposed requirement needs for the Programs module in their Case Management System

The Sheriff has also been meeting with the Police to discuss how to implement single entry booking for both departments.

Data Portal for Status of Women:

The Department is reviewing its Memorandum of Understanding with JUSTIS on its Data Portal and data needs.

The Department is also assisting the JUSTIS team with identifying all of its current data sources.

The Department brought to the attention of the Council a recent newspaper article related to domestic violence and how JUSTIS is still not done.

And the Department made the Council aware that on April 25 in City Hall they would be recognizing the accomplishments of Eileen Hirst.

New Business:

The Sheriff's Department announced that they would in partnership with Adult Probation be making a request to JUSTIS to provide a stop gap notification system for Sheriff counter bookings where JUSTIS has known probation data for a booked defendant.

End of Meeting: 10:48 a.m